

WEST DOWN PARISH COUNCIL MINUTES

Meeting held via Zoom on
Wednesday 2nd September 2020 at 7:30pm.

Present. Cllrs. C King (Chair), S Ayre (Vice Chair), R Drew, M Reeves, S Squire, K Oades, and D Cllr. M Wilkinson, C Cllr. A Davis.

Apologies. T Verney.

4180. Public Speaking.

None.

4181. Police Report.

The July Newsletter covered Covid-19, stay alert. Face coverings are mandatory. Coercive behaviour is abuse. Don't drive while under the influence of drink or drugs. Theft from vehicles. Dogs die in hot cars. Newsletter posted on the village website. The local Crime Figures for July are: -
Antisocial Behaviour x 1, Criminal damage and arson x 1.

4182. Minutes of the last meeting.

The August and Extraordinary Minutes were approved and signed.

4183. Matters Arising.

a. 4168a. The Parish Council have had no further reports of loose cows. However, DCllr. M Wilkinson reports that he encountered approximately fifteen cows on the junction at Spreacombe, Mr Jeremy Mann from the Environmental Department, is to be informed again.

b. 4168b. The criminal activities that are happening around the village have been posted on the West Down Facebook page and people have responded well and are now being more vigilant. It was reported that a gathering was dispersed from outside the pub approximately ten days ago. The Police were informed.

c. 4168f. Climate and Environment Grant. Cllr Mike Reeves has been speaking with Terry King, Chair of the Parish Hall Committee again since the last meeting and between them have come to the decision to defer the grant application until the next financial year 2021/22, this is because the information needed to see if the battery storage is a viable option is not yet available and the deadline to apply has passed. Cllr M Reeves was thanked for his work on this.

d. 4168g. Acorn/Lower Broad Park. The working party have had a number of meetings and have done a lot of work. The Parish Council have put a note of thanks for support on the West Down Facebook page. It is proposed that all the documents pertaining to this subject are made available on to the West Down Village Website. This was approved unanimously.

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e. 4172. Internal Audit Report. It was recommended that the Parish Council review the Health and Safety and Risk Assessment Policies separately. Cllr K Oades is working on this. The Parish Council do comply and it needs signing off. GDPR is being looked at by Cllr S Ayre and there are issues that need addressing. A fact sheet has been printed and put in the float file. This is to be revisited at the next meeting. Cllr M Reeves has devised a Grant Application Form that will be made available on the West Down Village Website or via email from the Parish Clerk. This will allow the Parish Council to review the applications and agree payments before the budget for 2021/22 is finalised. It was approved unanimously.

f. 4168h. Police Advocate. Cllr S Ayre has confirmed that the scheme is now up and running.

g. Extraordinary Meeting 30th July 2020. A question raised by a parishioner on why the building contractors are allowed to start other sites in the district while this issue is ongoing. Mr Tichford replied that each site is assessed on its own merits and the planning department have no say on developers. This has been confirmed by the local MP Selaine Saxby. The main concerns are that the trigger points didn't work and that enforcement has not happened.

4184. Mr Milton, Footpath and Crossing at Foxhunters.

A letter has been received from Mr Milton drawing attention to the many objections to his planning application with regard to the lack of pavements and crossing provision at Foxhunters and requesting that the Parish Council put pressure on North Devon Council to rectify. It was agreed unanimously to pass the letter from Mr Milton to our County Councillor Andrea Davis for consideration by Devon County Council.

4185. Report from County Councillor.

a. Attention needs to be drawn to Child Benefit; due to lockdown many new parents have not claimed. It needs to be made clear that despite Covid-19 the benefit can still be claimed.

b. The North Devon Link Road between Barnstaple and Aller Cross has temporary lights to allow for removal of the ash trees that have been affected by ash dieback. There is a 40mph speed restriction in place and an alternative route is advised.

c. There has been a rise in Covid-19 cases in Devon. We have 32 new cases last week and they seem to be linked to overseas travel. All contacts are self-isolating.

d. Schools go back next week. Parents should have been contacted with details of transport. Sixth Form students need to book their seats asap.

e. Salt order is being processed.

f. Flash flooding needs to be reported on the Highways website asap.

- g. Tarka Trail land acquisition negotiations are ongoing and moving along nicely.
- h. Domestic Abuse during covid-19 has been given extra cover by staff from other areas. There are no refuges as the intention is to remove the perpetrator. A poster is to follow giving details of the help available.

4186. Report from District Councillor.

- a. Flooding in Barnstaple came as a surprise as there were no warnings from the weather service. It has highlighted that the drains need to be cleared more frequently to make them able to cope with the extra rainfall. The traffic through the town dispersed the water, a foot deep in places, into properties causing even more distress and increased the damage to properties.
- b. The revenue for the District Council after Covid-19 is not going to be as bad as was expected. Revenue has been enormous within the takeaway and restaurant trade.
- c. Tourism in the area has been good. LGA Coastal Issues Group is looking at reinventing tourism in the area of Northern Devon.
- d. A 10-acre field by the Fortescue Inn, Mortehoe, has been put forward for a pre planning application of 200 houses to include 50 affordable.

4187. Acorn Developments.

DCllr M Wilkinson has requested that this issue is returned to the planning committee. The Parish Council has received very little response from the recipients of the information that was supplied to them. The planning department has not instilled any confidence that they are supporting the Parish Council on this. West Down has an overcrowded school that is unable to expand until the summer of 2021 with potentially no funds to do it with, although, it is expected to take in any children that may move into the village. There are at least 3 families that have been made homeless and are in temporary accommodation. The Parish Hall and the Village Green Field have already spent money to be ready to complete projects upon receipt of the S106 funds. The site now has eight houses completed. Acorn have changed their name from Acorn Developments (SW) Ltd to Acorn Homes (SW) Ltd with a flash new website. It was proposed to send a further email to members of North Devon Council, this was unanimously approved.

4188. Footpaths.

- a. The sign at Lower Aylescott still needs putting back up.
- b. A finger post at the end of Easterground Lane has been cleared by Cllr S Ayre and her husband. Thanks, given to both.
- c. Kissing Gates on footpath 12 are now redundant and are not in use. Cllr. K Oades is to contact P3 for advice.

- d. The stile on footpath 12 has been cleared and it was noted that the top step is starting to rot and will need attention in the near future.

4189. Annual review of the Health and Safety Policy.

Cllr K Oades has reviewed and is happy with the content, it may be worth writing in a risk assessment for footpath trimming and litter picking.

4190. Village Sign.

Is carried over to the next meeting.

4191. Clerk Salary Review.

- a. The hourly rate for Clerks has been raised by NALC and back dated to 1st April 2020. It was unanimously agreed to inform North Devon Council to process this raise.
- b. The annual review of the Clerks salary is due in January.
- c. Holiday entitlement needs to be claimed, the Clerk is to investigate how this process works.

4192. Asset Register.

A revised Asset Register has been produced and approved.

4193. Code of Conduct and Standing Orders review.

The Code of Conduct has been reviewed and approved.
The Standing Orders have been carried over to our next meeting.

4194. Online Banking.

Is carried over to the next meeting.

4195. Tarka Trail Extension.

C Cllr A. Davies advised that the acquisition of land was going well.

4196. Salt/Grit Order.

The Salt/Grit order has been placed and will be delivered in due course. West Down Parish Council wish to thank Mr John Hookway for storing and distributing on their behalf.

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4197. Planning - Decisions from NDC.

- a. 71814 – The Old Vicarage – erection of garden store. Approved.

4198. Planning Applications

None.

4199. Correspondence.

- a. DALC Newsletter. Website accessibility needs to comply. The minutes and notices are placed on the Village Website but need to be accessible to all. It was proposed and agreed to put a notice on the Village Webpage to advise that if problems were encountered to contact the parish clerk for help. Cllr C King to draft a notice. It was decided that having a standalone Parish Council website in the future will be investigated when finances are available.
- b. Churchill House Driveway. A member of the public has brought attention to the fact that the occupants of Churchill House have removed the wall and fencing to create a driveway, they feel that this is against planning regulations due to previous planning permission being denied. A copy was also sent to North Devon Council Planning Dept, a response from them was received advising that they would investigate in due course and that a timeframe could not be given due to Covid-19. West Down Parish Council appreciate being informed but are unable to help as it is a matter for the North Devon Council.
- c. Woodlane Farm. Concerned residents have written to West Down Parish Council and North Devon Council with regard to the erection of a wooden framed structure. The Parish Council are unable to help and direct all correspondence to North Devon Council Planning Dept.
- d. A reminder of highway works, white line improvement on the A3123 between Mullacott Cross and Lynton Cross from 14th – 17th September the road will be closed from 7pm until 7am. Diversions will be in place. This is to be put on the Village Website and the Village Facebook page.
- e. The Children's Hospice South West have requested the Parish Council to display their poster to promote their 'memories by Moonlight' event. Approved.

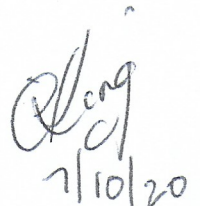
4200. Finance.

a) Bank Statements.

(1) Current Acc.	As at 31 st August 2020.	£ 2,603.97 reconciled.
(2) 30 Day Notice Account.	As at 31 st August 2020.	£ 4,807.75 reconciled.
(3) Petty Cash.	As at 31 st August 2020.	£ 22.20 reconciled.

b) Cheques.

656 NDC	Clerk Salary	£ 183.58
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4201. Unresolved Questions.

None.

4202. Items to be added to next meeting Agenda.

- a. Mid Term Accounts.
- b. Poppy Wreath.
- c. Online banking.
- d. Acorn Developments.
- e. Village Sign.
- f. DCllr Grant.
- g. Grant distribution.
- h. Standing Orders.

4203. Any other business.

- a. Dean Road flooding is an ongoing issue and needs reporting each time it happens. The more it is reported the sooner it will be fixed.
<https://www.devon.gov.uk/roadsandtransport>

The meeting was closed at 22:15.

Allen
9/10/20